

**KENTUCKY BOARD OF LICENSURE FOR MASSAGE THERAPY**  
**REGULAR MEETING**  
**MINUTES**  
**April 24, 2007**

A regular meeting of the Kentucky Board of Licensure for Massage Therapy was held at the Division of Occupations and Professions, Frankfort, KY on April 24, 2007.

**MEMBERS PRESENT**

Roger D. Russell, Chair  
Theresa M. Crisler  
Carmen S. Fowler  
Denise M. Logsdon  
Sharon Wood  
Lisa Bozarth

**OCCUPATIONS & PROFESSIONS STAFF**

Claude Wagner, Division Director  
Wendy Satterly

**EXCUSED**

Kimberly Stacy-Scaggs

**OTHERS PRESENT**

Cheryl Lalonde, Board Attorney  
Marilyn Gossett, Sun Touch  
Alicia Clyde, AMTA, Government Relations  
Julie Harper, AMTA, Treasurer  
Debbie Joplin, AMTA, Government Relations

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**Call to Order**

Chair, Mr. Russell called the meeting to order at 10:51 A.M.

**Approval of Minutes**

Minutes of the March 27, 2007 meeting will be provided for approval at next scheduled board meeting.

**Approval of Financial Statement**

The Board reviewed the financial statement indicating a balance of \$177,839.09 as of March 31, 2007. A motion was made by Ms. Crisler to accept the financial statement. Motion seconded by Ms. Bozarth, carried unanimously.

**Director's Report**

Mr. Wagner, Director, is looking at 5 year history of all boards and reports that the financial statements need to be more detailed. He is working on the budget and recommends the board let him know of any specifics we need budgeted next year.

The imaging system is up and running and currently working on the "sign-on" for designated committee members.

Reference the write up on the investigator duties, Ms. Logsdon suggests the investigator not be a LMT. Ms. Lalonde suggests we have weights within the point designations to evaluate the strength within the maximum weighted points. Mr. Wagner requested the board's endorsement. A motion was made for the endorsement by Ms. Crisler, seconded by Ms. Wood, carried unanimously.

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Mr. Wagner requested the flexibility to call upon other board members for support as needed for committee meetings. Motion was made by Ms. Logsdon and seconded by Ms. Crisler. Motion carried unanimously to allow the Director flexibility.

**Chair Report - None**

**Complaint Review Committee**

#06-03 Motion was made by Ms. Wood to dismiss without prejudice. Second by Ms. Fowler and carried unanimously.

#06-09 Motion was made by Ms. Wood to dismiss without prejudice. Second by Ms. Fowler and carried unanimously.

#07-01 Case continuing. Motion was made by Ms. Logsdon to give Mr. Wagner authority to meet with the Chiropractic board regarding use of MT/LMT's in Chiropractic offices. Second by Ms. Crisler and carried unanimously.

#07-02 Board administrator to send a letter to obtain the status.

**Education Committee**

Discussion was held concerning the board keeping statistics on who sends appropriate documentation and on those who do not provide CEU's. Ms. Satterly suggests the board use something less than 100% on what to audit. The board opted to make random audits at 50% effective July 1, 2007. Motion made by Ms. Logsdon, second by Ms. Crisler and carried unanimously.

May and June renewal notices will be sent by Ms. Satterly.

**Application Review Committee**

Motion was made by Ms. Fowler to accept 61 renewal applications for approval. Seconded by Ms. Wood. Motion carried unanimously.

Ms. Fowler made a motion to approve 7 CEU provider applications for CB. Motion seconded by Ms. Wood, carried unanimously.

Ms. Bozarth made a motion to get CEU providers on the website, second by Ms. Wood, carried unanimously.

Ms. Bozarth made a motion to grant a Certificate of Good Standing to Sun Touch, second by Ms. Logsdon, Ms. Wood recused herself, carried.

Ms. Bozarth made a motion to grant a Certificate of Good Standing to the Natural Heath Institute of Bowling Green, second by Ms. Logsdon, Ms. Fowler recused herself, carried.

Ms. Logsdon made a motion to grant a Certificate of Good Standing to the Gateway Community and Technical College, second by Ms. Bozarth, carried unanimously.

Ms. Logsdon made a motion to grant a Certificate of Good Standing to the Lexington Healing Arts Academy, second by Ms. Bozarth, carried unanimously.

**Old Business**

Mr. Wagner has spoken to the investigator and has sent the letter regarding the Investigator Responsibilities and Duties.

As requested by Susan Ellis, the Board reviewed and made suggested changes to the solicitation's description of services required of the MT investigator for the next contract year beginning July 1, 2007. Motion was made by Ms. Wood to accept the description with minor changes, seconded by Ms. Crisler, carried unanimously.

**New Business**

Motion was made by Ms. Crisler to send Ms. Bozarth to the Federation of Massage Therapy Boards meeting October 12-14, 2007 for fact finding purposes. Second by Ms. Wood, carried unanimously.

Ms. Crisler gave a report on CLEAR training attended April 16-18, 2007. She holds the training in high regards and suggests that at a minimum, the basic course be a requirement for at least one individual serving on the complaints committee. The training helps establish clear instructions for the investigator and the development and/or tweaking of board policies & procedures; to better identify results expected on a case-by-case basis, and to develop the investigative plan(s), i.e. focus points, strategies to effectively work the cases using the appropriate resources. She suggests the board consider developing an Interagency Agreement with other boards who have inspectors who could report to our board, any unlicensed massage therapist found practicing in the course of their inspections. Ms. Logston made a motion to allow Ms. Crisler to develop a checklist template to be used by the complaint committee members. Second by Ms. Bozarth, carried unanimously.

As a fact finding effort, Ms. Logsdon made a motion that Ms. Crisler develop a list of 30 names of LMT's who did not renew between July 1, 2006 and December 31, 2006 to determine if they are still practicing. Second by Ms. Wood, carried unanimously. This list will be provided to Mr. Wagner to provide to the board investigator, who will make calls to the businesses and report back to the complaint committee his findings.

**Approval of Travel and Per Diem**

A motion was made by Ms. Crisler to approve travel and per-diem for eligible members for today's meeting. Motion seconded by Ms. Bozarth, carried unanimously.

**Schedule Next Meeting**

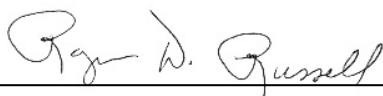
No May 2007 meeting is planned. The next meeting is scheduled for June 26, 2007 at the Board office located at the Division of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky.

**Adjournment**

With all business completed, Ms. Fowler made a motion to adjourn the meeting, seconded by Ms. Crisler, carried unanimously. The meeting adjourned at 1:36 P.M.

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**Approved**



**Board Chair**